

CHANGE ORDER

Order No. _____

Date _____

Agreement Date _____

NAME OF PROJECT: _____

OWNER: _____

CONTRACTOR: _____

The following changes are hereby made to the Contract Documents:

Change to Contract Price:

Original contract price \$ _____

Current contract price adjusted by previous change order \$ _____

The contract price due to this change order will be
(increased) (decreased) by: \$ _____

The new contract price including this change order will be \$ _____

Change to Contract Time:

The contract time will be (increased) (decreased) by ____ calendar days.

The date for completion of all work will be _____ (date).

Justification:

Approvals Required:

To be effective, this Order must be approved by the following persons if it changes the scope or objective of the Project, or as may otherwise be required by the "Supplemental General Conditions."

Accepted by: _____(Contractor)

Recommended by: _____(Engineer)

Recommended by: _____(Architect)

Ordered by: _____(Owner)

Approved by: _____(City Finance Officer)

END OF DOCUMENT